

Tool 2(cycle).4. How Will You Monitor Your Implementation - Worksheet / Implementation Protocol (1 page)

How Will You Monitor Your Implementation? Implementation Protocol

Monitoring an implementation of a planned change accomplishes three things for a district or school staff.

- ☐ First, data about the frequency of your use and the skill of your application of staff development content will enable you to provide feedback to trainers on additional training needed.
- ☐ Second, in conjunction with your formative data collection, monitoring provides the necessary data for adjusting your implementation plan.
- ☐ Finally, implementation data, when analyzed in conjunction with summative data, allows you to make informed decisions about the efficacy of your program.

- I. Describe how you will collect data on both the frequency and skill of use with your planned change.

- II. Who will collect these data and at what intervals?

- III. How will these data be shared and with whom?

- IV. How often will you compare implementation data with formative data on student responses to your planned change? Will this occur in collaborative teams, school-wide, and/or district-wide?